



STRATFORD-UPON-AVON YOUTH TOWN COUNCIL **CONSTITUTION**

1. The name of the organisation shall be Stratford-upon-Avon Youth Town Council

AIMS AND OBJECTIVES

2. The Youth Town Council shall be an independent democratic body whose membership could be representative of all young people within the boundaries of the town of Stratford-upon-Avon regardless of gender, ethnic background, disability, race, or sexuality.

3. **The aims of the Youth Town Council are:**

- To encourage a culture of participation in the democratic process and to develop an awareness of citizenship;
- To provide young people with the opportunity to convey their ideas and priorities to the Town Council;
- To provide a mechanism for the Town Council and other organisations to consult with young people.

The objectives of the Youth Town Council:

- To build a relationship with the Town Council;
- To develop networks of young people within the town;
- To show young people that they and their opinions are valued;
- To comment on Town Council policies that may affect the quality of life and opportunities for young people;
- To identify and help resolve forms of discrimination against young people;
- To develop links with outside organisations such as the British Youth Council and Stratford Youth Forum;
- Youth Town Councillors will act as representatives of young people of Stratford upon Avon at civic events and other functions.

STRUCTURE AND MEMBERSHIP

4. The Youth Town Council will comprise of 12 young people representing different localities and organisations within the town;
5. Members will serve a one-year term;
6. To be nominated, members must live within the boundaries of the town and be aged between 13 years and 18 years;
7. Members will be elected to the post of Youth Councillors. If vacancies remain after elections, the vacancy can be filled by co-option by those elected;
8. Youth Councillors wishing to leave the Youth Town Council must give written notice of their intention to resign;
9. Vacancies created by a resignation shall be filled by election or co-option.

MEETINGS

10. The first meeting of the Youth Town Council will be the Annual Meeting to be held in November;
11. The first order of business of the Annual Meeting shall be to appoint a Chair, Deputy Chair and a Treasurer and any other officers the Youth Town Council decides. In addition, the Youth Town Council may appoint Committees to look at specific projects and give responsibility to a committee;
12. Meetings will be held every four weeks and will be open to the public. Town Councillors and other outside bodies may be present but will not be able to vote;
13. Any Youth Councillor can suggest items for inclusion on the agenda which must be accompanied by a brief explanation of why the item should be discussed and the expected outcome of the discussion;
14. Agenda will be drawn up by the Clerk to the Youth Town Council in conjunction with the Chairman and will be published on the Town Council's website at least five days prior to the meeting;
15. Minutes of the meeting will be taken and signed at the next meeting and will be held as public record;
16. Meetings will take place at Stratford-upon-Avon Town Council during the late afternoon;
17. The meeting will not take place unless a quorum is present. A quorum will consist of one third of the membership;
18. Voting on items under discussion will be by a show of hands of those present and eligible to vote;

19. In the event of a vote being equal, the Chair will have the casting vote.

GENERAL

- 20. The constitution will be reviewed at the Annual Meeting;
- 21. Changes to the Constitution will be agreed at a meeting of the Youth Town Council following consultation with the Town Council. A majority of those present and eligible to vote must agree any changes to the constitution;
- 22. The Chair of the Youth Town Council will attend Town Council meetings regularly to update Town Councillors on the activities and decisions of the Youth Town Council;
- 23. The Town Council may provide a start-up budget, but the Youth Town Council will be expected to explore the possibility of grant funding from other organisations.

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